



Scott Walker, Governor
Dave Ross, Secretary

Dwelling Contractor Qualifier Certification

Your application will not be processed or will be delayed unless you:

- ☐ 1. Complete the application including signing and dating the first page.
- ☐ 2. Write in your social security number.
- ☐ 3. Attach the specified documents listed on this application.
- ☐ 4. Attach the specified fee listed on this application.
- ☐ 5. Make a photocopy of the completed application for your records.

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. **Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The Department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license per Wisconsin Stats, but they may not be disclosed to anyone except other State of Wisconsin governmental agencies.**

Applicant Information	
Applicant's Social Security No:	
Applicant's Name (First, Middle and Last):	
Address No. & Street, or P.O. Box:	
City, Town or Village, State, Zip + 4 Code:	
Country, If Other Than United States:	
Telephone No. (include area code):	
If Available, Fax No. (include area code):	
If Available, E-mail Address:	

Applicant's Signature

Date (mo/day/yr)

Send application and payment to: DSPS Trades Credentialing, PO Box 78780, Milwaukee, WI 53293-0780.

Office location: DSPS Trades Credentialing, 1400 East Washington Ave., Madison, WI 53703

All other correspondence: DSPS Trades Credentialing, PO Box 7082, Madison, WI 53707 Phone: 608-266-2112. TTY: Contact through Relay or DspsSbCredentialing@wi.gov.

Reason for Credential: In order to obtain construction or erosion control building permits for one- and two-family dwellings, a contractor shall possess a Wisconsin Dwelling Contractor Certification (see separate application) and in addition that dwelling contractor shall have an employee, owner, CEO or Chairman of the Board that as an individual holds this Dwelling Contractor Qualifier Certification.

Application/Credential Fee (nonrefundable): \$45.00 **class code 7655**

Make checks payable to: State of WI - DSPS. The fee consists of a \$15 application fee and a certification fee of \$30. The credential will be effective for 2 years from the date of issuance.

Are you a Veteran?

If yes, please answer the following questions to see if you qualify for a fee waiver or equivalency for this credential.

1. Are you requesting a waiver of your initial credentialing fee?

- ☐ Yes Provide a copy of your Department of Veterans Affairs voucher code. DVA Voucher Code: _____
- ☐ No Submit the fee of \$45.

2. Are you requesting equivalency of your military training and experience?

- ☐ Yes Provide copies of your service school academic reports, certificates of training, or training documentation signed by your unit's training NCO or any other relevant experience that would satisfy the requirements. You may attach a personal narrative to further explain why your education / training / experience in the military has helped you prepare for this profession.
- ☐ No Complete the requirements below.

You may contact DVA at 1-800-WisVets or www.WisVets.com for assistance in obtaining your DVA Voucher Code and/or documents related to your training and experience.

Applying For Dwelling Contractor Qualifier Certification: You may obtain a credential as a Dwelling Contractor Qualifier by submitting an application, application fee, credential fee and evidence of completing at least 12 hours in an approved initial qualifier course in dwelling construction within **one year** prior to the date of application.

ATTACH course provider verification that you have successfully completed an approved course and test.

The following providers have courses approved to qualify a person for this license:

Course ID #	Provider	Telephone Number/web-site	Course Name
8857	Gary Klinka	(920) 727-9200 www.garyklinka.com	Internet_DCQ_Quiz
8858	Metropolitan Builders Association	(262) 436-1122 www.mbaonline.org	MBA New Contractor Qualifier Course
8863	Metropolitan Builders Association	(262) 436-1122 www.mbaonline.org	MBA New Contractor 12 Hour Series
8864	180 Degree Education	(877)-669-0766 www.MyContractorCampus.com	Internet Dwelling Contractor 100
8899	NE WI Technical College Donald M. Jaworski	(920) 498-5659	Initial Qualifier Dwelling Contractor
8983	Lakeland Builders Assoc	(262) 723-2908	Lakeland Builders Assoc Contractor Licensing Series
9000	Gary Klinka	(920) 727-9200 www.garyklinka.com	Internet_dcq3_quiz
9001	Gary Klinka	(920) 727-9200 www.garyklinka.com	Internet_dcq2_quiz
9003	Gary Klinka	(920) 727-9200 www.garyklinka.com	DQC Initial Training Seminar – Face to Face
9020	Valley Home Builders Assn of WI Inc	(920) 731-7931	Initial Trng for Dwelling Contractor Qualifiers
9053	180 Degree Education	(877)-669-0766 www.MyContractorCampus.com	Internet Initial Qualifier WDC 101
9087	Builders License Training Institute	(231) 938-3601 or 1-800-727-7104 www.licensetobuild.com	Initial Dwelling Qualifier Course

9222	City of West Bend	(262) 335-5140 bldginsp@ci.west-bend.wi.us	Initial UDC Qualifier
9319	AAA Contractor Training	(800) 952-0910	Internet Dwelling Contractor Qualifier education
9668	RsLogical Inc	(262) 255- 4597 www.rslogical.com	DCQ Initial Course 1
9803	Kevin Wunderlin LLC	(608) 778-7596 www.uscontractorlicense.com	12 Hour Dwelling Contractor Initial Qualifier
10213	Kevin Wunderlin LLC	(608) 778-7596 www.uscontractorlicense.com	Internet: qualifier: dwelling contractor initial qualifier (version 2)
10386	Builders License Training Institute	(231) 938-3601 or 1-800-727-7104 www.licensetobuild.com	Wisconsin 12 Hour Dwelling- Internet Based
10729	Kevin Wunderlin LLC	(608) 778-7596 www.uscontractorlicense.com	Internet Qualifier: Dwelling Contractor Initial Qualifier (2009 Version)
10733	Kevin Wunderlin LLC	(608) 778-7596 www.uscontractorlicense.com	Qualifier (Internet) 12 Hour Dwelling Contractor Initial Qualifier (2009 Version)
10864	Your WI Continuing Ed	(920) 740-4348 www.yourwicontinuind.com	Initial Dwelling Contractor Training Course
11587	Wisconsin Housing Alliance	(608)-255-3131 www.housingalliance.us/UDC	Internet Qualifier DCQ Course
12735	Wisconsin Contractors Institute	(262) 293-6850 http://www.wicontractorsinstitute.com/	Initial Dwelling Contractor Qualifier Course
13714	@ Your Pace Online	(877) 724-6150 www.WIContractortraining.com	Initial Dwelling Contractor Qualifier Course

Education Hours Required to Renew: The renewal of a certification as a Dwelling Contractor Qualifier shall be contingent upon the qualifier obtaining at least **12 hours** of acceptable continuing education three months prior to the expiration date of their credential which is two years after the start date of your credential. A person who holds a license as a Dwelling Contractor Qualifier may apply to the department for waiver of the continuing education requirements on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver will be considered individually on its merits by the department.